

**Minutes of the Committee Meeting of the
Essex and Suffolk Guild of Archery Coaches
Held at Margaretting Village Hall
On Wednesday 3rd October 2018 at 7:30pm**

Attendees

David Scolah - Vice Chair
Chris Buckley - Secretary (Minutes)
Alan Munson - Treasurer
Anna Heaven - CCO Education
Adrian Heaven - General Member
Deb Horn - General Member

Nigel Andrews - Direct
Pam Hardy - Raydon Hall

1 - Apologies for absence

Cliff Tricker, John Wilson, Mike Huard, Mitch Vaughan.

2 - Minutes of previous meeting

The minutes were accepted with one correction in section 7 to hide the name of the club previously mentioned as possibly running an Instructor's course. They are not organising a course but have had a couple of queries as a result of being named.

3 - Matters Arising

Carried over:

Chris Buckley - extend Tim Davies an official thank you for his work on the old website. **Complete - delivered a thank you card and a bottle of wine.**

Cliff Tricker - forward emails with Steve Nicholson and others in relation to getting an overview of the Technical Framework. **In hand.**

Cliff Tricker - provide **Alan Munson** with contact details for Derek Sizeland so the outstanding £500 from SCAS for the Allyn Court L1 course can be progressed. **In hand with SCAS.**

New:

Chris Buckley - communicate the contact change for renewals to Barbara Barrett at AGB and to Christopher Fletcher-Campbell at SCAS re the Green Book. **Complete - have spoken to CFC re his expectations for delivery of the Green Book details and have the template.**

Chris Buckley - effect rebranding of EGAC as ESGAC. **Believed to be complete - Website, Facebook and email signatures are all updated but the logo will stay as-is.**

Chris Buckley - thank Tony Preston for hosting the 'Coaching the Mind' event at Rettendon. **Complete - delivered a thank you card.**

Chris Buckley - ask Richard Pilkington if he would like a Chelmer Room key cut for the judges. **Complete - Debs attends the judges' meetings and will already have a key as part of her ECAA Secretary role.**

Chris Buckley - see if there are any viable alternatives using Apple/Android Wallet app along the lines of the AGB e-Membership card. **In hand - there do appear to be a few options but they all involve monthly subscription costs.**

Chris Buckley - circulate possible alternative dates for the next meeting to be voted on by the committee.
Complete - it was agreed the meeting would take place on Wednesday 3rd October as scheduled.

4 - Chairman's Report

Nothing received in the absence of Cliff Tricker.

5 - Secretary's Report

Much of the activity for the last two months has already been covered under Matters Arising. In addition, there has been a lot of work with regard to renewals which is covered below.

6 - Treasurer's Report

Everyone who should be off the old accounts has been removed, but this leaves Adrian as the only signatory. For reasons unknown, Lloyds won't accept Alan as a signatory, so Alan proposed changing to a Barclays account where he already banks. All voted in favour. Questions arose as to whether Margaretting Village Hall had been paid for August and how much Chris Buckley is currently owed (he is paying the hire fee as the Guild still doesn't have access to its accounts). **Action Chris Buckley** - check whether Margaretting Village Hall were paid for August and update the Treasurer as to what he is owed.

7 - CCO Education Report

Anna Heaven gave an update on the SCAS Coaching meeting from September. A discussion was held re the Coach of the Year Award and it was noted that a Regional Coaching Conference was expected to be held February Time. Some discussion was held re the possibility of running a County Coach Course, but a new coaching system is expected for 2019 and it was noted that the last Level 2 was poorly attended. A Level 1 Course is being planned for after Christmas/early in the New Year.

Chris Buckley noted that an Instructor Course was running at Thorrington Scout Camp the coming weekend.

8 - CCO Development Report

Nothing to report in the absence of Dawn Tolson.

9 - CCO Performance Report

Nothing to report in the absence of John Willson.

10 - General Members' Reports

Nothing to report.

11 - Talks, Seminars, Workshops, CPD Events, Future Plans

Anna to approach Trish Lovell who is a very good field coach. **Action Anna Heaven** - contact Trish Lovell re a possible CPD session. David Scolah has spoken to Perris about the possibility of getting representatives of Uukha and Gillo down for a presentation and Perris are putting together some numbers for it. **Action David Scolah** - stay in contact with Perris.

It was noted that Gosfield and Felsted Schools are possible venues.

12 - Renewals

A number of renewal deadlines appear to have been missed as there are omissions from Archery GB's monthly list for coaches we know to be in the pipeline. It sounds as though coaches are not receiving (or are perhaps not reading) the reminders that Archery GB say they are sending out. Investigation is ongoing. **Action Chris Buckley** - investigate renewal issues.

13 - Notified Business

13(a) - GDPR - confirm nobody holds personal data outside the scope of privacy notice

Paul and Dawn Tolson were absent and remain the only committee members who are yet to confirm they hold no personal data outside the scope of the Guild's privacy notice.

14 - Any Other Business

David Scolah mentioned that complementary copies of Bow International are available to clubs as per the details on page 3 of the current magazine.

The next meeting will be the AGM to be held on Wednesday 5th December 2018 at 7:30pm.

The date of the next monthly meeting will be Wednesday 6th February 2019 at 7:30pm.

The meeting closed at 20:53